

COMMONWEALTH of VIRGINIA
Motor Vehicle Dealer Board
Department of Motor Vehicles

**Criminal History Check
Data Form**

This form is to be completed for all license applications. **Please print or type.**

LAST NAME		FIRST NAME		MIDDLE NAME	
NAME SUFFIX (JR., SR., ETC.)		MAIDEN NAME (IF APPLICABLE)		SEX	RACE
DATE OF BIRTH MONTH DAY YEAR		SOCIAL SECURITY NUMBER			
PLACE OF BIRTH CITY/COUNTY: _____ STATE, COUNTRY: _____		HAVE YOU EVER BEEN CONVICTED OF A FELONY? <div style="display: flex; justify-content: space-around;"> _____ YES _____ NO </div> IF "YES", LOCATION OF COURT: _____			

DISCLOSURE STATEMENT (Read Carefully)

I, the undersigned, do hereby certify that I have not knowingly made a false statement of fact on this form. I understand that untruthful or misleading answers are cause for denial of the application. I further understand that it is unlawful to knowingly make a false statement and any violation may be prosecuted to the full extent of the law. I authorize the Motor Vehicle Dealer Board and/or the Department of Motor Vehicles to conduct a criminal history inquiry solely for the purpose of evaluating my application.

Signature of Applicant

Date

A NOTE TO ALL APPLICANTS

Section 46.2-1575 of the Code of Virginia lists specific circumstances under which a license for a motor vehicle dealer salesperson or dealer-operator license may be denied. Specifically, your application for a license may be denied for having been convicted of any of the following offenses:

- Any criminal offense classified as a felony.
- Any criminal act involving the business of selling vehicles.
- Any fraudulent act in connection with the business of selling vehicles or any consumer-related fraud.
- Larceny of a vehicle or receipt or sale of a stolen vehicle
- Odometer tampering or any related violation

Each application will be reviewed carefully and consideration will be given to all relevant information. If you have been convicted of any of the listed offenses, you are advised to submit with your application documentation and/or written explanation or statement concerning the convictions. You should include attested copies of your convictions and if you have been released from probation/parole, evidence of this fact.